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Freight Programs by Product Line

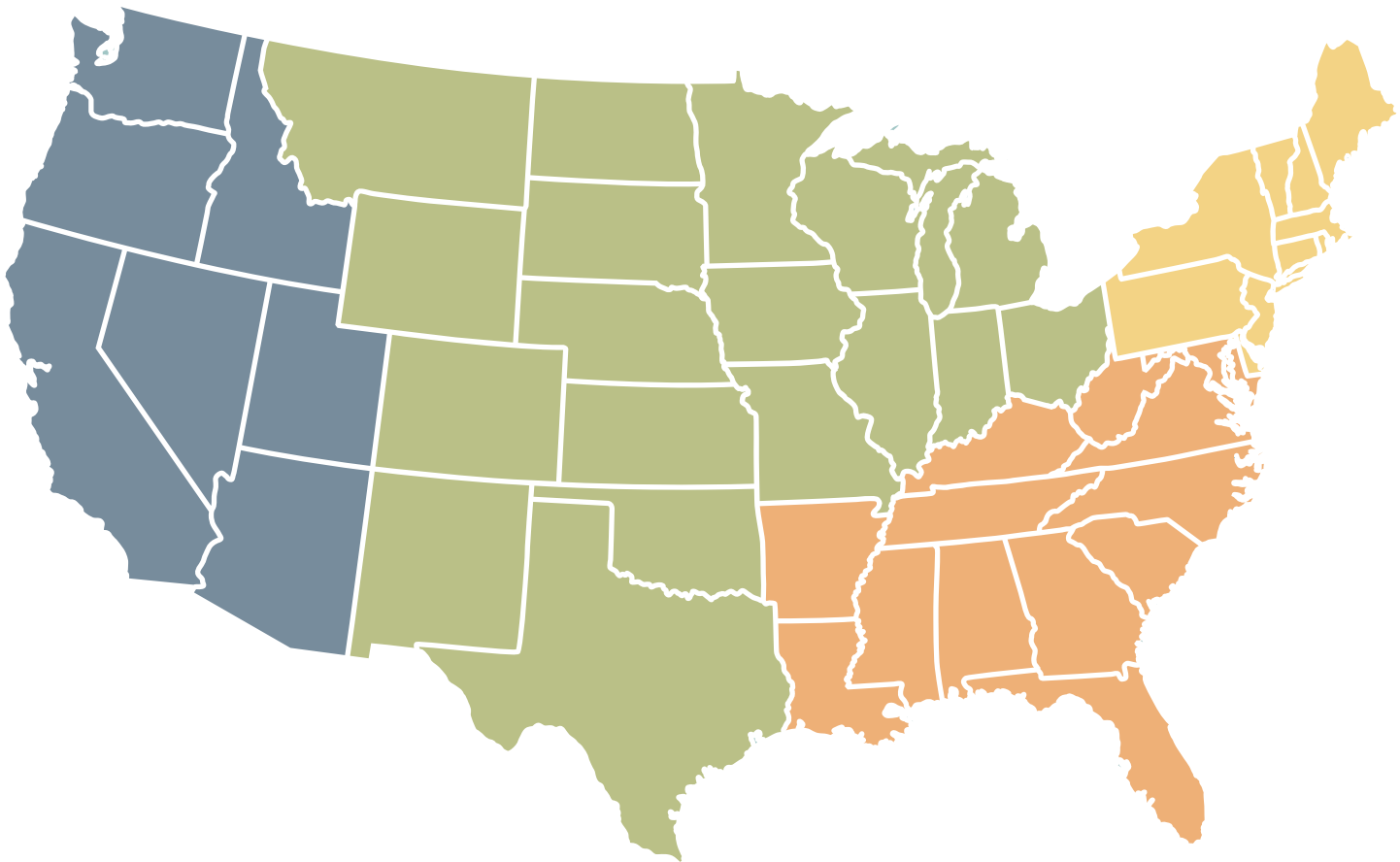
Effective August 10, 2024

PRODUCT LINE	FREIGHT PROGRAM
Tables, Table Tops	FOB: Destination on all orders over \$ 8,500 List; Orders less than \$ 8,500 List will be assessed a small order freight fee of \$195-\$295 based on the regional location of the final destination (NE \$225, SE \$195, MW \$249, WC \$295), PPD + Add, Dock-to-Dock delivery * 1-Piece tables/table tops subject to Carrier Imposed Oversize Fee
Safe-T Screens & Barriers	FOB: Destination on all orders over \$ 8,500 List; Prepaid & Add on orders less than \$ 8,500 List (FOB: Origin - Alpharetta, GA); Dock-to-Dock delivery
Safe-T Entry Screening System	FOB: Destination on all Safety Screening System orders; Dock-to-Dock delivery
Safe-T Air Purification System	FOB: Destination on all System orders; Replacement Parts ship Prepaid & Add, FOB: Origin (Alpharetta, GA); Dock-to-Dock delivery
Table BASES	Prepaid & Add, FOB: Origin (Alpharetta, GA); Dock-to-Dock delivery
Patriot Electric/Liberty Electric - BASES only	Qty 1 - 3 \$55 each; FOB: Alpharetta, GA; PPD & ADD
	Qty 4 - 15 \$33 each; FOB: Alpharetta, GA; PPD & ADD
	Qty 16 - 50 \$27 each; FOB: Alpharetta, GA; PPD & ADD
	Qty 51 + \$16 each; FOB: Alpharetta, GA; PPD & ADD
Chairs	FOB: Destination on all orders over \$ 8,500 List; \$25 per chair on orders less than \$ 8,500 List; Dock-to-Dock delivery
Monitor Arms	Prepaid & Add, FOB: Origin (Alpharetta, GA); Dock-to-Dock delivery
Modesty Panels	Prepaid & Add, FOB: Origin (Alpharetta, GA); Dock-to-Dock delivery; * 96" Modesty panels subject to Carrier Imposed Oversize Fee
Small Accessories	Prepaid & Add, FOB: Origin (Alpharetta, GA); Dock-to-Dock delivery

SHIPMENTS OUTSIDE CONTINENTAL U.S. Qualified Freight Prepaid orders with final destination outside Continental U.S. will ship to the Freight Forwarder or Port of Embarkation within the 48 contiguous states. Freight Forwarder/Port of Embarkation Shipments will ship FOB: Origin to final destination.

*Freight carriers have implemented an OVERSIZED FEE for all LTL shipments of pallets 8' and over.
96" – 109" - additional \$ 250.00 | 109" – 168" – additional \$ 350.00 per custom pallet

Delivery Regions & Fees
For Complete Tables
\$8,500 LIST
EFFECTIVE AUGUST 30, 2024



Delivery Fees by Region

	Region	Fee
	Southeast	\$195
	Northeast	\$225
	Midwest	\$249
	West Coast	\$295



Additional Fees Freight Addendum

Projects vary greatly in scope of project, location, number and size of rooms, flooring materials, product selection, size, available work hours, electrical needs, distance from primary location, etc.

Requested or required delivery services must be communicated at time of Quotation or placement of Purchase Order.

A quotation for Non-Standard Service or Delivery requirements will be quoted on a case-by-case basis, upon request, and provided to the agency prior to ordering.

Additional Non-Standard Delivery Fees: May include, but are not limited to, the following. Any additional special handling fees will be invoiced separately, upon final approval.

- Lift gate
- Refusal of Shipment
- Split Shipments
- Limited Access Location
- Change of address after ordering or while shipment is in transit may result in additional fee covering re-consignment fees, return freight charges to/from consignee, redelivery, restocking fees and storage charges.
- Required Delivery Appointment
- Residential Delivery
- Stair Carry Fees – Advise if elevator available for use
- Minimal access where semi-trailer unable to access the delivery area in a safe manner and returned to terminal for transfer to smaller sized truck
- Non-Business Hours Installation calculated on workers time and half to 2x wages for selected days/dates/times and PW rates when applicable.

Liftgate only service: Available, upon request, at time of order placement. Driver will lower the shipment via pre-ordered liftgate services to street level. DRIVER WILL NOT BRING FREIGHT INTO BUILDING. This fee is in addition to the inside delivery or installation rates. This is particularly important to for client's locations with NO LOADING DOCK.

Inside delivery: Defined by freight carriers as taking the freight from the back of the truck and placing inside the first DRY PORTAL closest to the truck. This could be just inside the receiving area bay door.

Room Readiness for Installation: Existing furniture must be cleared of any obstacle or old furniture to allow installation of new furniture by a specific date as agreed per contract. Additional fees will be charged should a reschedule of delivery and/or installation be required after confirmation of lack of room readiness. Communicate if dealer is to clear the existing room and dealer will include this fee in the installation quotation.

Damage: Delivery of shipments MUST be inspected and any damage noted at time of delivery. Before signing the Bill of Lading all visible damage MUST be noted. Photographs of damaged packaging and products must be provided. The Authorized Dealer should be notified immediately. If the freight is damaged enough that you'll want to file a claim, **Refuse the freight**. The carrier will take it back to the terminal and then you'll need to contact your broker to ship it back free astray.

Concealed damage to product shipment MUST be **reported within 48 hours** to the Authorized Dealer or Factory for prompt filing of damage claim. Photographs of damaged packaging and products must be provided.

Failure to report damage to product shipments will result in being unable to file a claim with the freight carrier and the loss of ability to receive a replacement order or warranty repair.

Design and Rendering fees: Design fees will be quoted prior to the services rendered.

Full Interior Design services are available and will be quoted by the Authorized Dealer.

Custom or Made to Order products are not eligible for returns.